

April 15, 2008

Supt  
District  
Address  
City, SD Zip

Dear

Information concerning the Annual Request for IDEA- B Flow Through Funds application for the school year 2008-2009 (Federal Fiscal year 2008) Individuals with Disabilities Education Act Part B funds (IDEA-B) and Section 619 (Preschool) will be found in this letter. The request form must be returned to the Office of Educational Services and Support, Special Education Programs, on or before **June 30, 2008**.

*Preliminary allocation estimates are based on currently available data. Final allocations based on updated data may result in significant changes from these preliminary estimates.*

**The objectives of the Individuals with Disabilities Education Act, Part B program**

According to Congress, "Improving educational results for children with disabilities is an essential element of our national policy of ensuring equality of opportunity, full participation, independent living, and economic self-sufficiency for individuals with disabilities."

**Procedures for applicants to follow in completing and submitting requests for Individuals with Disabilities Education Act, Part B funds:**

It is important to note that IDEA-B flowthrough funds to districts are no longer based on child count. The IDEA regulations at 34 C.F.R. 300.705, Allocations to LEAS, states in pertinent part:

(b) (1). Base payments. The State first shall award each agency... the amount that agency would have received under this section for the base year... if the State had distributed 75% of its grant for that year...

(3) Allocation of remaining funds. The State then shall-

- (i) Allocate 85 percent of any remaining funds to those agencies on the basis of the relative numbers of children enrolled in public and private elementary and secondary schools: and
- (ii) Allocate 15 percent of those remaining funds to those agencies in accordance with their relative numbers of children living in poverty, as determined by the SEA.

In other words, a district's IDEA-B flowthrough amount for school year 2008-2009 is the total of three amounts:

1. A base payment, this is, the amount the district would have received in school year 1999-2000 had South Dakota DOE allocated 75 percent of its grant to districts;
2. The population payment which consists of 85 percent of any remaining funds distributed on the basis of the relative numbers of children enrolled in public and private elementary and secondary schools within each district's jurisdiction; and
3. Fifteen percent of any remaining funds allocated to districts in accordance with their relative numbers of children living in poverty, as determined by South Dakota DOE.

The Section 619-Preschool flowthrough amount is calculated in the same manner, except that school year 1997-1998 is used for the base payment.

Based on the allocation methods, your district is eligible for the following FY 2008 IDEA-B Flow Through funds and FY 2008 Section 619-Preschool flowthrough funds listed on attachments D and E.

**The request for funds form and attachments may be downloaded at**

<http://doe.sd.gov/administrators/> . Click on the text "2008-2009 Annual Request for IDEA Flowthrough Funds" to open the documents or go to

<http://doe.sd.gov/oess/specialed/index.asp> . Look in the right hand column under the Special Education heading. The document is a Microsoft Word file. The form may be printed and completed or saved to a local computer to allow for word processing directly onto the form. If you have difficulties with the downloading process, please contact Melissa Flor, Special Education Programs, at 773-8195.

As in previous years, if the district is submitting a consolidated request, the cooperative or participating districts may submit one request which compiles all information. Please contact the cooperative director or other participating districts to verify consolidated request arrangements.

**NOTE: Payments for School Year 2008-2009**

The School Year 2008-2009, payments will be distributed to districts beginning with 10 percent in September, provided the district's application has been received at DOE in a substantially approvable form. DOE will make subsequent payments equal to 10% of your allocation each month for the remainder of the grant period until the last month. The final month's payment will be withheld until cooperatives and all districts (even if in a cooperative) have submitted a Project Completion Report to DOE. The final payment will be adjusted accordingly based on the Project Completion Report. Project Completion Reports can be found at the following website: <http://doe.sd.gov/ofm/grants/forms/index.asp>.

The district should follow its approved program budget. DOE does provide the district the flexibility to exceed a budget object by up to ten percent (10%) or \$1,000, whichever amount is greater. If the district wants to exceed the approved budget object by more than the allowable amount the district must submit an amendment request to DOE for approval. This request should be made prior to the actual expenditure or obligation.

Districts will be allowed to carryover up to 25 percent of current year's allocation into the next fiscal year. Funds in excess of the 25% carryover will be released and made available for reallocation.

**In submitting an amendment to your flow through application, please provide a copy of the old budget and new budget in the same form.**

**Application Timing & Due Date**

Federal regulations require that a district's application for formula grant funds must be received at DOE in a "substantially approvable form" before the district is allowed to obligate or expend federal program funds. The School Year 2008-2009 the IDEA Part B 611 and 619 applications will be due **June 30, 2008**.

**Requirements under Administrative Rules of South Dakota (ARSD) chapter 24:05:20 Eligibility for Federal Funds**

Districts will find a description of various requirements applicable to IDEA funds, and a copy of the state administrative rules that describe local district eligibility for federal funds at <http://doe.sd.gov/oess/specialed/index.asp>.

**LEA obligation to make documents available to parents and to the general public:**

A local education agency has an obligation to make all documents relating to the eligibility of the district, including the request for funds and any evaluations, periodic program plans, or reports required by the state for the Individuals with Disabilities Education Act, Part B project available to parents of children with disabilities and to the general public.

**A general description of the state's procedures for reviewing and approving requests and technical assistance:**

Special Education staff will review your request for funds for consistency with IDEA requirements. In accordance with ARSD 24:05:20:04, reviewers from the department's special education programs shall also take into account a local education agency's failure to correct an identified deficiency found through state monitoring or a complaint investigation, consider any decision made in a due process hearing which was adverse to the local education agency, and consider any previous decisions that resulted in the withholding of funds.

Staff is also available to assist you as you complete your request form. If you have any questions, please contact Special Education Programs at (605) 773-3678.

Thank you for your assistance in completing this form by the June 30, 2008 deadline.

Sincerely,

Ann Larsen, Director  
Special Education Programs

Cc: District File  
Cooperative Directors  
Special Education Directors